



REGULAR MEETING MINUTES

Date: 1/27/2020
Time: 6:30 p.m.
Belle Haven Branch Library
413 Ivy Dr., Menlo Park, CA 94025

A. Chair Hadrovic called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Chambers, Erhart, Hadrovic, Leep, Lemons
Absent: Cohen
Staff: Library Services Director Reinhart

B1. Public Comment

- Pam Jones spoke in support of the outreach for the Belle Haven Community Center and Library project and recommended the Commissioners attend upcoming community meetings about the project.

C. Regular Business

C1. Approve the minutes from the November 18, 2019 Library Commission Meeting

ACTION: Motion and second (Chambers/ Erhart) to approve the minutes from the November 18, 2019, passed 5-0-1 (Cohen absent).

C2. Discuss: New Belle Haven library updates

Director Reinhart advised Commissioners about the dates of upcoming public meetings related to the proposed Belle Haven Community Center and Library (BHCCL) project, and advised that a new project webpage has been created at menlopark.org/bellehaven.

The Commission discussed the need for the Commissions involvement in the proposed BHCCL and the need for Commissioners to attend each of the public meetings regarding the BHCCL. The Commission also discussed integrating library and community services functions.

C3. Review/Recommend: Library meeting room policy

Director Reinhart presented the proposed meeting room policy updates.

The Commissioners recommended the following changes to the “Reservations” section:

- Reduce from 4 weeks to 2 weeks the length of time applications must be submitted in advance.
- Delete the reference to “at the discretion of the library director.”

ACTION: Motion and second (Chambers/ Erhart) to recommend the updated meeting room policy with above-noted changes, passed 5-0-1 (Cohen absent).

C4. Review/discuss Library Commission work plan

Director Reinhart suggested that the Commission form a subcommittee to work out details of a proposed new Commission work plan and bring it back to the full Commission for review at the next meeting.

ACTION: By acclamation, the Commission selected members Hadrovic and Erhart to the Work Plan Subcommittee, passed 5-0-1 (Cohen absent).

C5. Review and update: Library Commission agenda calendar

The Commissioners requested that the following items be added to the agenda calendar

- Commission work plan (February 2020)
- Commissioner attendance report (February 2020)
- Joint meeting with Park and Recreation Commission to discuss the BHCCL project (2020 date to be determined)

The Commission requested a liaison role to be created to communicate between the Library Commission and the three independent nonprofit organizations whose mission is to support Menlo Park library.

ACTION: By acclamation, the Commission selected member Hadrovic to serve as the liaison to the Menlo Park Library Foundation and member Leep to serve as the liaison to the Friends of the Library and Literacy Partners, passed 5-0-1 (Cohen absent).

D. Informational Items

D1. Report from the Library Director

Director Reinhart provided an overview of departmental activities contained in the January 2020 report.

D2. Update on 2020-21 capital improvement project budget development.

Director Reinhart provided an overview of the report's contents.

E. Individual Commissioner reports

Commissioners reported on recent library-related experiences and observations.

F. Adjournment

Chair Hadrovic adjourned the meeting at 8:02 p.m.

Sean Reinhart, Library Service Director

Minutes approved at July 20, 2020 Library Commission meeting